

LAKE-SUMTER COMMUNITY COLLEGE

ADMINISTRATIVE COUNCIL

September 19, 2007  
10:30 a.m. - Board Room

Present: Rosanne Brandeburg, Jackie Busboom, Rey Cortes, Denise English, Dr. Wes Estey, Sue Fagan, John Froman, David Goff, Doug Guiler, Marion Kane, Tim Kane, Pat Landsman, Dr. Sherie Lindamood, Mike Matulia, Audrey Maxwell, Dr. Carolyn Meyer, Jane Miller, Dr. Mary Jo Rager, Dr. Glenn Ricci, Tanya Rucker, Dick Scott, Dr. Gary Sligh, Russ Sloan, Mark Swearingen, Patti Weasel, Brandy Ziesemer, Dr. Mojock.

Dr. Mojock welcomed everyone to the meeting.

Dr. Mojock informed the Council that the Trustee's meeting had been held last night (9-18-07) and that the next Trustee's board meeting on October 16 would start at 5:30 p.m. with a reception for the out-going board members and to welcome the two new board members. Dr. Mojock went over the agenda from the Board Meeting and gave the Council an overview of the items acted upon. He made special note that the next Board meeting would be held December 4 due to Thanksgiving Holidays

Dr. Mojock called on Tim Kane to give an overview of the 360 evaluation process which has been approved by the Cabinet. Mr. Kane thanked the HR committee for their hard work on developing the process. He demonstrated some of the particulars of the evaluation by power point and explained that it was an employee development tool. He did state that the results would not go into your personnel file but the purpose was to get feedback. If you are selected as an evaluator, you will be contacted by email to participate. They were questions and discussion about the process from council members. The cabinet and several volunteers will pilot the 360 evaluation.

Dr. Mojock distributed copies of the powerpoint which Dr. Meyer had prepared for the CCSSE, going over the strengths and weaknesses of the summary items of LSCC. There were 28 community colleges that participated and this feedback is used to better help students succeed. There was much discussion from council members. Dr. Mojock suggested that the vice presidents identify three of four areas which should be the focus and then cabinet will target these and form groups to work with the particular areas.

Dr. Mojock asked that administrators encourage their staff to attend Staff Development Days and to work with them so they could attend the programs offered this year. He thanked Human Resources for their hard work in this program for the staff.

There was discussion about the use of "All Subscribers Email". There were some suggestions offered as an alternative to our All Subscribers email and Mr. Guiler will look into a low cost solution. At the present, there is no move to limit the use of All Subscribers but it was mentioned that everyone should think about the message being sent.

Dr. Mojock had to leave to attend another meeting and Mr. Scott called on John Froman to discuss the Toshiba Proposal Benefits. Mr. Froman distributed a handout which explained the cost savings of using the new Toshiba copiers versus desk printers. He is hopeful that staff will make the move from using the many printers we have around campus to using the Toshiba copiers and utilizing the benefits. The only way that the cost savings will be realized is if everyone makes this shift.

Mr. Scott thanked everyone for their attendance. The meeting adjourned at 12:25 p.m.